

EMS TRAINING PROGRAM ADMINISTRATION MANUAL

Policy Number: T-204	Page: 1	of: 2
Title: Required Evidence of Eligibility for Full Testing		
Regulatory Authority: 12VAC5-31-1480		
Date of Issue: December 1, 2002	Effective Date: March 1, 2005	

- A. Candidates in **Initial Status** requesting certification testing must demonstrate eligibility as evidenced by presentation of the following documentation at a state test site:
- B. Successful course completion as evidenced:
1. For BLS courses by possessing a Certification Eligibility Notice letter or a completed "Virginia EMS Certification Application" form signed by the Course Coordinator.
 2. For ALS courses by possessing a Certification Eligibility Notice letter.
 3. Parental Approval: Each Candidate who was less than eighteen (18) years of age on the Begin Date of a Basic Life Support course must have an individual parental permission form available for review at the test site.
 4. Individual Skill Performance Records, Clinical Training and Field Internship Records: Each Candidate testing must have their individual student records evidencing successful completion of required Individual Skill Performance, Clinical Training and Field Internships available for review at the test site as required for the training program attended. Forms for these purposes are provided by the Course Coordinator upon successful course completion. (Required of individuals testing under Initial Status).
 5. Each Candidate of an initial EMS First Responder or EMT-Basic course must present of proof of current certification in Cardio-Pulmonary Resuscitation on their Individual Age, Clinical and Skill Performance Verification Record or in an alternate form approved by the Office as required for the training program attended. (Current cards from an approved course or a valid copy of the course roster submitted to the respective certifying agency are acceptable alternate forms.)
 6. Presentation of proof of positive identification in the form of a government issued photo identification card.
- C. Candidates in **Re-Entry or Legal Recognition Status** must demonstrate eligibility as evidenced by presentation of the following documentation at a state test site:
1. Recertification Eligibility Notice letter from the Office of EMS.

2. Presentation of proof of positive identification in the form of a government or school issued photo identification card.

D. Candidates in **Equivalency Challenge Status** must demonstrate eligibility as evidenced by presentation of the following documentation at a state test site:

1. Certification Eligibility Notice letter from the Office of EMS.
2. Presentation of proof of positive identification in the form of a government or school issued photo identification card.